

SECRET

2 June 1970

MEMORANDUM FOR: Chief, Control Division

SUBJECT : Estimated Annual Cost of Operations of Position  
Control Section/TRB

The estimated annual cost of operation of the Position Control Section is \$56,129.00.

This estimate is based on the following:

Salaries

(1)	GS-08	-	\$ 9,853
(1)	GS-07	-	8,908
(4)	GS-06	-	32,092
			<u>\$50,853</u>
			.08%
			<u>\$ 4,066</u>
			50,853
			<u>\$54,919</u>

Government Paid Benefits

Salaries are based on the theoretical assumption that the incumbent is being compensated at the fourth, or average, step. Government paid benefits such as retirement and health insurance are figured as 8% of payroll.

If the salaries and benefits are figured on the actual grade and step of the present incumbent, the amount is only slightly reduced in that the figures would be:

Salaries

(1)	GS-08	-	\$10,750
(1)	GS-07	-	9,718
(2)	GS-06	-	16,046
(2)	GS-05	-	13,968
			<u>\$50,482</u>
			.08%
			<u>\$ 4,038</u>
			50,482
			<u>\$54,520</u>

Government Paid Benefits

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

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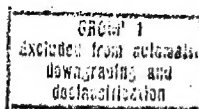
The cost for the maintenance of the Electro-Kardex machines is \$1,210 per year and is the only cost added to salaries in order to arrive at the total of \$56,129 based on the salaries computed by grade as opposed to incumbent.

I have been advised by the B&F Officer, Office of Personnel, that the expenses for space, storage or utilities would not be figured in an estimate of this type.

25X1A

Chief, Transactions and Records Branch

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Note: 2 personnel will still  
be required to perform  
PI functions of preparing Personnel  
actions & answering telephone inquiries

GSS - 10750 +  
GSS - 6984 +  
17734 T

8%  
Benefits 17734 = 8 x <  
141872 T  
17734 +  
Total 1418 +  
19152 T

55,000 PI Personnel  
19,000 - Savings  
36,000 Staffing System

Note: 2 personnel will still  
be required to perform  
PI functions of preparing Personnel  
activities & answering telephone inquiries

G58 - 10750 +  
G55 - 6984 +  
17734 T

8%  
Benefit 17734 =

141872 T  
17734 +  
1418 +  
Total 19152 T

55,000 PI Personnel  
19,000 Savings  
36,000 Staffing System